



DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

NAAC Accredited Institute




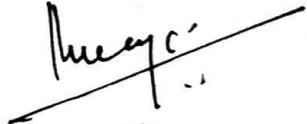


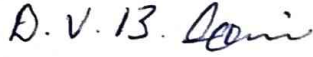






An ISO 9001:2008, ISO 14001:2004 & OHSAS 18001:2007 Certified Institute.

MH-5, Anakapalle - 531002, Visakhapatnam, A.P.

Phone: 08924-221111 / 221122/9963981111, www.diet.edu.in, E-mail: info@diet.edu.in

General Body meeting held on 10th August, 2018 at 10:00 AM

Members Present

1. **Sri Dadi Jagan Prabhakar**
Chairman 
2. **Sri Dadi Ratnakar**
Secretary & Correspondent 
3. **Dr.Ch.S.Naga Prasad**
Principal - DIET 
4. **Dr.Nirmala Kumar Priya**
Principal, Government Polytechnic, Anakapalle
Government Nominee 
5. **Dr. P.Sreedevi**
Assistant Professor of Commerce and Management
Department of BS & HSS
JNTUK Nominee 
6. **Smt. Dadi Padmavathi**
Member & Chairperson, SET 
7. **Smt. Dadi Bhagya Lakshmi**
Member & Trustee, SET 
8. **Smt. Dadi Atchutha**
Member 
9. **Dr.K.S.Eswara Rao**
Vice -Principal & Professor in H&BS 
10. **Sri Ch.Srinadh**
M.D., Sri Gopal Automotive Ltd.,VSP 
11. **Dr. K.Rama Rao**
Dean - Admin 
12. **Dr. Ch.Prabhakar Rao**
Professor in H&BS 
13. **Sri Ch.Ravi Kumar**
Diploma Co-ordinator & Asst.Prof, Dept of EEE 

AGENDA OF GOVERNING BODY MEETING HELD ON 10TH AUGUST 2018

- Presidential Address
 - Minutes of the previous meeting and status of the execution of the matters that has been resolved.
1. Appointment of Dr. Ch. S. Naga Prasad as Principal of DIET
 2. Review on Faculty Development Programmes
 3. Appointment of HODs and In charge HODs of Departments
 4. Engineer's Day Celebrations
 5. Purchase of New "Concrete Testing Machine (CTM)" in civil lab
 6. Independence Day Celebrations
 7. Workshop on "Soft Skills" to Final B.Tech students
 8. J-gate Journal Subscription for the year 2018
 9. Graduation Day Celebrations
 10. Discussion on CBCS/Elective Course System
 11. Time limit for applying leave in morning and afternoon sessions
 12. Conducting workshops and seminars in the year 2018-019 also
 13. Appointment of TPO and review on placements activities
 14. International Blood Donation day
 15. LLR Driving License mela and Pass port mela
 16. Recruitment of Faculty members
 17. Maintenance of New programmes STLRP and STLCP
 18. Parent -Teacher Meet for B.Tech and Diploma
 19. IEEE extreme event
 20. Budget requirements for equipment in labs and books in library
 21. Campus Recruitment Training by Management (CRTM) for III year B.Tech students
 22. Submission of AFRC
 23. Discussion on drafting new vision and mission statements for the institute
 24. Courses Including Experiential Learning
 25. Group Insurance to Staff and Students sponsored by management
 26. Study on the guidelines prescribed in AICTE approval process handbook for 2019-2020
 27. Discussion on stakeholder feedback reports on Curriculum and action plan
 28. Renew of MOU with NIT, Warangal and Electronics & ICT Academy
 29. Any other matter with the permission of chair




Minutes of Meeting

1. The Governing Body (G.B) Meeting of DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY held on 10th August 2018 at Board Room under the chairmanship of the secretary and Correspondent, Sri Dadi Ratnakar. He welcomed and thanked all the members for their presence and participation in the discussion of various issues relating to the effective functioning of the institute.
2. Minutes of the previous G.B meeting read by principal and he has informed the status of execution of the matters that have been resolved in the earlier meeting held on 7th January 2018. They are as follows.
 - The Correspondent informed that the recruitment process for new faculty required is going on as per the requisition by the respective departments. Advertisement is released in Eanadu paper across the state for the recruitment. Dean Admin informed that there is huge response to the advertisement and applications are being received and hence scrutiny is required to shortlist the applicants. Interviews are conducted on 17-03-2018
 - Reviewed and analyzed the results department wise and subject wise. HODs are informed to obtain explanation letters with reasons from the faculty who are having results less than 75% and submit to principal through exam cell and then take up measures to improve the results.
 - Regarding admission strategies, Correspondent informed that appropriate measures have been taken for the admissions for the academic year 2018-2019. All the Admissions Committee members under the convener ship of Dr.Ch. Prabhakar Rao and Co-Convener Mr. A. Krishna Nag have started the admission works and prepared daily report including EAMCET Mock test campaigning and POLYCET coaching advertised with hoardings, banners, brochures and class room counseling to various Jr. Colleges and schools.
 - Organized workshops on "Internet Of Things (IOT)", "Embedded system" from 29th Jan 2018 to 3rd Feb 2018 by Department of ECE and "Google android Developer Fundamentals" from 15th to 21st Feb 2018 by department of CSE .
 - Conducted National Science day function on 28-02-2018
 - Conducted International Women's day celebrations on 8-03-2018



- Conducted Farewell Functions course wise as given below.
Diploma ---20th, 21st and 22nd March 2018
B.Tech--- 10th, 11th 12th and 14th March 2018
MBA--- 10-04-2018
- On the requisition of IQAC, Management sanctioned Rs. 47,796/- for installation of 2 GB RAM to all computers in Lab-3 and Lab-6 for better performance of the labs.
- For upgradation of labs, purchased 41 no. of LED monitors (18.5") to replace the existing CRT monitors in e-library and other computer labs.
- Discussed on the implementation of CBCS/Elective Course systems
- Management has declared the sponsoring the admission fee Rs.6000/- and tuition fee Rs.15000/- every year to the existing Diploma students in our institute for admission into B.Tech course for this academic year 2018-2019 also. All HODs have circulated this information among the students.
- Conducted passport mela on 24th March, 2018. The students and staff with a total no. of 620 members are benefitted and obtained their passports in easiest way through this Mela in our institute.
- Nominated Mr. K, Jogi Naidu, Asst. Professor, and Department of ECE as Convener for M.Tech courses and informed to plan for strategies to improve the admissions.
- Discussed on the approval of courses including experiential learning
- Department of CSE has conducted a certification training programme on "Python Programming" on 24th May 2018.
- Conducted introductory classes to I B.Tech and I Diploma students with basic concepts by using PPTs and ICT lessons in e-library for 15 days and then start the regular curriculum from July 1st 2018.
- Conducted workshop on "Embedded system and SCI lab" by Department of EEE from 16th to 21st July 2018.
- Discussed on the stakeholder feedback reports and action needed
- Created DIET play store in DIET app by Dept of CSE




Resolutions taken as per the agenda

1. Correspondent introduced Dr. Ch. S. Naga Prasad, new principal of DIET to all the G.B members.
2. It is resolved to conduct a six day Faculty Development Programme (FDP) on "Research methodologies" scheduled from 16-11-2018 to 21-11-2018.
3. It is resolved the appointment of Mr. K. Vijay Kumar, Associate Professor as HOD and D.R.Ch. Nookesh, Asst professor as in charge HOD of Dept of EEE
4. Resolved to conduct Engineer's day celebrations from 13-09-2018 to 15-09-2018 in association with IEI and ASG
5. Resolved to purchase new Concrete Testing Machine (CTM) from Lawrence and Mayo company in Civil Lab at the cost of Rs. 1,52,220/-
6. Resolved to conduct Independence Day celebrations on 15th August 2018.
7. Resolved to conduct a two day free workshop on "Soft Skills" in association with APITA.
8. It is resolved to renew the J-gate on line Journals for this year 2018 with the cost of Rs. 70, 800/-
9. Resolved to conduct Graduation day celebrations for B.Tech. on 21st August 2018
10. Committee resolved to fix the time limit for leave on morning session is from 8.30 am to 1 pm and for afternoon session is from 12.30 pm to 4pm for faculty and is from 1pm to 5 pm for admin and technical staff.
11. It is resolved to conduct workshops, seminars in association with professional bodies , NIT Warangal, APSSDC etc
12. Appointed Dr. B. Om Namahsivaya, Professor of MBA as Training and Placement Officer (TPO) and TPO is instructed to conduct maximum no. of placement activities for all final year B.Tech and Diploma eligible students in II Semester
13. Committee instructed to NSS Programme Officer to conduct blood donation camp on International blood donation day i.e. 1st Oct,2018
14. Committee instructed to N.S.S Programme Officer to conduct LLR Mela and Passport Mela in this year also.
15. Resolved to recruit the faculty members required in all the departments



16. Correspondent instructed to Principal to maintain the newly introduced programmes i.e. Semester Theory and Lab Readiness Programme (STLRP) and Semester Theory and Lab Completion Programme (STLCP)
17. Resolved to Conduct Parent-Teacher meet for all the sections of B.Tech and Diploma soon after the declaration of the results of I Sem or in the second week of Dec 2018.
18. It is resolved to conduct IEEE extreme event (24 hrs Global Test) in this year also
19. Resolved to Implement Elective course system for all B.Tech. courses
20. Resolved to purchase equipment required in all the departments and books required in library as per regulations.
21. Resolved to conduct Campus Recruitment Training by Management(CRTM) for III B.Tech students
22. Resolved to submit requisite applications to AFRC for enhancement of B.Tech and MBA tuition fee from this academic year.
23. It was felt that new vision and mission statements to be drafted by confirming a meeting with stakeholders.
24. Approved the proposed list of courses including experiential learning
25. Resolved to provide Group Insurance to staff and students sponsored by management with an insurance coverage of Rs.5 Lakhs for staff and Rs.2 Lakhs for students and their parents.
26. Resolved that all the faculty and admin staff are instructed to study the guidelines prescribed in AICTE approval process hand book for 2019-2020 and prepare accordingly to apply for extension of approval for the year 2019-2020.
27. Resolved to take student feedback on faculty and make the action taken report accordingly basing on their performance.
28. Resolved to renew the MOU with NIT, Warangal and Electronics& ICT Academy with the budget of Rs.1,00,000/-
29. Resolved to implement the suggestions given in the stakeholder feedback reports by students, teachers, employers & alumni
30. Resolved to authorize the head of the Institution i.e. principal to receive the financial assistance from any funding agency like SERB (Science and Engineering Research Board) under DST, AICTE and UGC etc.


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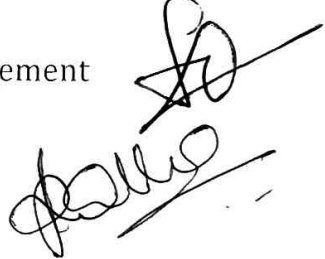

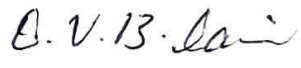


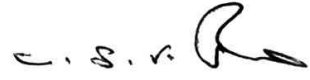


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General Body meeting held on 10th February, 2019 at 10:00 AM

Members Present

1. **Sri Dadi Ratnakar**
Chairman 
2. **Smt Dadi Padmavathi**
Secretary & Correspondent 
3. **Dr.Ch.S.Naga Prasad**
Principal - DIET 
4. **Prof. Nirmala Kumar Priya**
Principal, Government Polytechnic, Anakapalle
Government Nominee 
5. **Dr. P.Sreedevi**
Assistant Professor of Commerce and Management
Department of BS & HSS
JNTUK Nominee 
6. **Sri Dadi Jagann Prabhakar**
Vice-President & Trustee, SET 
7. **Smt. Dadi Bhagya Lakshmi**
Member & Trustee, SET 
8. **Smt. Dadi Atchutha**
Member 
9. **Dr.K.S.Eswara Rao**
Vice -Principal & Professor in H&BS 
10. **Sri Ch.Srinadh**
M.D., Sri Gopal Automotive Ltd.,VSP 
11. **Dr. Ch.Prabhakar Rao**
Professor in H&BS 
12. **Smt N.Sarita Rani**
Diploma Co-ordinator & Asst.Prof, Dept of ECE 

AGENDA OF GOVERNING BODY MEETING HELD ON 10TH FEB 2019

- Presidential Address
 - Minutes of the previous meeting and status of the execution of the matters that has been resolved.
1. Proposal for recognition under section 2f, UGC act
 2. Proposal to apply NBA accreditation in the next year and readiness
 3. One week FDP on Outcome Based Education (OBE) in view of NBA to create awareness for all faculty members
 4. Annual day celebrations
 5. Discussion on CBCS/Elective Course System
 6. International Women's day celebrations on 8th March 2019
 7. Admissions campaigning and Institutional publicity
 8. Status of CRTM classes for III B.Tech students
 9. Consent for online and offline CET examinations
 10. ECET, PGECET, GATE and POLYCET coaching classes
 11. Establishment of Innovation and Incubation Research work in association with NRDC by MOA
 12. Courses Including Experiential Learning
 13. Proposal to apply ratification of Principal and faculty members
 14. Status of faculty recruitment
 15. Status of even semester academic calendar
 16. Farewell functions
 17. Parent feedback and action taken
 18. Diet Alumni Association (DAA)
 19. Discussion on stakeholder feedback reports on Curriculum and action plan
 20. To improve the Student Activity Centre(SAC) and sanction of contingency to DIET Literary and cultural Club(DLCC)
 21. Proposal to apply for permanent affiliation and Readiness of Fact Finding Committee(FFC) visit by JNTUK for the year 2019-2020
 22. Status of IQAC- Submission of AQAR for the year 2017-2018
 23. E Governance Policy
 24. Discussion on the need of confirming of stakeholders meeting to discuss about draft of new vision and mission statements.
 25. Any other matter with the permission of chair



Minutes of Meeting

1. The Governing Body (G.B) Meeting of DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY held on 10th February 2019 at Board Room under the chairmanship of the secretary and Correspondent, Sri Dadi Ratnakar. He welcomed and thanked all the members for their presence and participation in the discussion of various issues relating to the effective functioning of the institute.
2. Minutes of the previous G.B meeting read by principal and he has informed the status of execution of the matters that have been resolved in the earlier meeting held on 10th Aug 2018. They are as follows.
 - Conducted a six day FDP on “Research methodologies” during 16-11-2018 to 21-11-2018
 - Conducted a six day FDP on “ Emerging Trends in Qualitative Research in Engineering and Technology” from 9th to 14th Nov 2018
 - Conducted Engineer’s day celebrations from 13-09-2018 to 15-09-2018 in association with IEI and ASG
 - Purchased new Concrete Testing Machine(CTM) from Lawrence and Mayo Company at the cost of Rs. 1,52,220/- and installed in CIVIL lab
 - Discussed on the implementation of CBCS/Elective Course systems
 - Conducted Independence day celebrations on 15th Aug 2018
 - Renewed the J-gate on line journals for the year 2018 at the cost of Rs. 70,800/-
 - Conducted Graduation day celebrations for IV B.Tech. students on 21st Aug 2018
 - Conducted the following workshops by respective departments
 1. A 3 day workshop on “NI lab view” for IV B.Tech APITA registered students from 16th and 19th Sep,2018
 2. A 2 day free workshop on “soft Skills” in association with APITA on 28th Aug 2018
 - Conducted Blood Donation Camp on International blood donation day i.e. 1st Oct 2018
 - Submitted STLCP and STLRP to Principal office for verification by all HODs and verified



- Conducted IEEE extreme event on 20th Oct 2018 successfully with 28 no. of teams @ 83 participants. One of our team secured a score of 131.6 points with and all India rank 164 and worldwide rank of 1092.
- Renewed the hard copy magazines /journals with a subscription of Rs. 1,49,920/-
- Purchased trainer kits for A.C and D.C lab at the cost of Rs. 98,200/-
- Discussed on the stakeholder feedback reports and action needed
- Conducted Parents meet branch wise from 26th Dec, 2018
- Discussion on E Governance Policy
- Discussed on the approval of courses including experiential learning
- Renewed the MOU with NIT Warangal and Electronics & ICT Academy at an amount of Rs. 1,00,000/-

Resolutions taken as per the agenda

1. It is resolved to apply for Recognition under section 2f and 12b, UGC act.
2. It resolved to apply for NBA accreditation for next year. Committee suggested to prepare a plan of action regarding conduction of awareness programmes and subsequently readiness for various criterions according to consultancy
3. It is resolved to conduct a one week FDP on “Outcome Based Education (OBE)” in view of NBA to create awareness for all faculty members.
4. Resolved to conduct International Women’s day celebrations on 8th March 2018
5. Resolved to conduct Annual day Celebrations named as VIBRANT DIET -2019 on 15th and 16th Feb 2019
6. Resolved to Conduct phase wise and area wise campaigning for EAMCET, PLOYCET and ICET during 3rd and 4rd week of February 2019 and reconstitute the admissions Committee with more members



7. Reviewed CRTM (Specific Training) for IV B.Tech CSE students by COIN Consultancy on Mobile Web Development for 8 weeks from 26th Nov 2018.
8. Resolved to Implement Elective course system for all B.Tech. courses
9. Management has permitted to give accommodation with all facilities for conducting the Common Entrance Examinations (CET) online and offline i.e. EAMCET.ICET, ECET, PGECET, POLYCET, IIT-JEE and APPSC
10. Resolved to conduct ECET, POLYCET, PGECET and GATE Coaching classes as usual in this year also
11. It is resolved to obtain MOU with NRDC regarding innovation and incubation research work such that the terms and conditions will have been fully satisfied.
12. Resolved to apply for ratification of Principal and faculty to JNTUK as per the procedure given in notification of JNTUK
13. Resolved to recruit the required faculty as per the workloads of the departments to fulfill the faculty
14. Reviewed the curricular, co-curricular and extra- curricular activities as per the even semester academic calendar and suggested that schedules of some events shall be adjusted without any coincidence to overcome the burden
15. Resolved to conduct farewell functions branch wise by the end of March 2019
16. Approved the proposed list of courses including experiential learning
17. Regarding parents feedback in parent meet, resolved to improve the placement activities
18. Regarding DIET Alumni Association (DAA), committee suggested to maintain the register and regular call to Alumni by Alumni Committee.
19. Resolved to improve the Student activities in SAC by DLCC. And also resolved to purchase Audible sound boxes with speakers and approved to sanction contingent amount of Rs. 2000/- to DLCC for good maintenance and performance
20. Resolved to apply permanent affiliation to JNTUK for the year 2019-2020 and directed to readiness and preparedness for FFC visit.



21. Reviewed the status of IQAC functions and submission of AQAR. AQAR by IQAC for the year 2017-2018 was submitted to NAAC on 25th Dec 2018. AQAR for every academic year has to submit on or before 31st December.
22. Resolved to implement the suggestions given in the stakeholder feedback reports by students, teachers, employers & alumni
23. E Governance Policy has been approved
24. It was resolved to confer a meeting with stakeholders to extract inputs to design the new vision and mission statements as per the recommendations of NAAC peer group visit
25. Governing body members instructed to all the faculty members to apply research projects to DST and any other funding agencies


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GOVERNING BODY MEETING HELD ON 10TH August 2019 at 10.00 A.M

Members Present

S.No	Members of the Governing Body	Signatures
1	Sri Dadi Ratnakar Chairman	
2	Smt Dadi Padmavathi Correspondent	
3	Dr. Ch.S Naga Prasad Principal	
4	Prof. Nirmal Kumar Priya Principal, Government Polytechnic, Anakapalle, Government Nominee	
5	Dr. P. Sreedevi Assistant Professor of Commerce and Management, Department of BS and HSS, Nominee of JNT University, Kakinada	
6	Sri Dadi Jagan Prabhakar Vice President & Trustee, SET	
7	Smt. Dadi Bhagya Lakshmi Member & Trustee, SET	
8	Smt. Dadi Atchutha Member	
9	Dr. K.S.Eswara Rao Vice Principal & Professor in H& BS	
10	Sri Ch. Srinadh M.D., Sri Gopal Automotive Ltd, VSP	
11	Dr. Ch. Prabhakar Rao Professor in H& BS	
12	Smt. N.Saritha Rani Diploma Co-ordinator & Asst Professor in Dept of ECE	

DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

AGENDA OF GOVERNING BODY MEETING HELD ON

10TH AUGUST 2019

- Presidential Address
- Minutes of the previous meeting and status of the execution of the matters that has been resolved.
- 1. Independence day celebrations on Aug 15th 2019
- 2. Teachers day celebrations on 5th Sept 2019
- 3. Engineers, day celebrations on 13th Sept 2019
- 4. Discussion on conducting workshops and seminars
- 5. Lab requirements for the even semester as per the R-16 regulations
- 6. Department of CSE proposed to purchase anti-virus to the systems
- 7. Conduct of Campus Recruitment Training by Management (CRTM)
- 8. Approval of institutional Academic calendar
- 9. Discussion on conducting Technical Fest
- 10. Schedules and plan of action for conducting Parent- Teacher Meets
- 11. Discussion on installation of fire safety equipment including Fire hydrant & Hose reel with alarm systems across the building and campus as per NBC norms
- 12. To discuss on the proposals to conduct VIBRANT DIET- 2020
- 13. Purchase of library books as per R-16 syllabus and subscription of periodicals and journals
- 14. Review on NBA accreditation
- 15. Proposal to apply for ratification of Principal and faculty members
- 16. Status of faculty recruitment
- 17. Any other matter with the permission of chair



Minutes of Meeting

- The Governing Body (G.B) Meeting of DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY is held on 10th Aug 2019 at Board Room under the chairmanship of Sri Dadi Ratnakar, Chairman, DIET. He welcomed and thanked all the members for their presence and participation in the discussion of various issues relating to the effective functioning of the institute.
- Minutes of the previous G.B meeting read by principal and he has informed the status of execution of the matters that have been resolved in the earlier meeting held on 10th Feb 2019. They are as follows:
 - Conducted Annual day celebrations i.e VIBRANT DIET-2019 on 15th and 16th Feb 2019 successfully. In the event on 15th Feb, felicitated the parents of the students who were selected for placements and who secured top ranks in all departments. Also felicitated the alumni on 16th Feb, 2019. The total expenditure for VIBRANT DIET-2019 celebrations was Rs. 6,49,500/-
 - Conducted pool drive campus by Muthoot Finance Ltd for MBA students on 9th Feb 2019. Five students were selected.
 - Purchased Blue tooth speakers for classical dances in DLCC with the cost of Rs. 42,000/- .
 - 35 new tables purchased for cafeteria with the cost of Rs. 60,000/-
 - Conducted National Science day celebrations on 28th Feb 2019.
 - Conducted a Six day workshop on “Revit structures” for IV B.Tech CIVIL students in association with APSSDC from 25th Feb 2019 to 2nd March 2019.
 - Conducted Campus Recruitment and Training classes sponsored by Management (CRTM) on Internet of Things (IOT) for IV B.Tech. ECE students.
 - Being the official centre for all the Common Entrance Tests, conducted all the tests namely EAMCET, ICET, ECET, PGECET, POLYCET, IIT-JEE, NEET and APPSC during April to May 2019.
 - Conducted Industrial Visit for Final year B.Tech. Civil students at Ultra- Tech Cement Co, Mindhi on 8th March 2019.
 - Conducted a Seminar on Innovation, IPR and Entrepreneur Development with the speaker Dr. B.K. Shahu, R.M from NRDC (National Research Development Corporation) on 9th March 2019.
 - Conducted farewell functions, for all the departments from 25th March to 28th March 2019.



- Entered into Memorandum of Agreement (MOA) with NRDC and the same was executed in the campus with Dr. Purushotham , Chairman of NRDC on 28th April 2019.
- 25 LCD new monitors are purchased with a cost of Rs. 1,05,000/- and installed in Computer labs.
- Purchased and installed Air conditioners in Examination Cell with a budget of Rs. 38,000/-
- Conducted interviews by Gangavaram port HR team to IV year B.Tech EEE students on 20th May 2019 in our Campus. 13 candidates out of eligible students got selected.
- Conducted a six day Faculty Development Programme on “Outcome Based Education successfully. It was inaugurated by Dr. G.Nageswara Rao, Vice Chancellor, Andhra University on 27th May 2019. The resource persons from IIT, Kharagapur, NIT, Warangal and Director IIITDM, Kurnool attended and delivered their content.
- Renewed DELNET online resources with a cost of Rs. 13, 750/-.
- Conducted IIT JEE test with 200 candidates on 27th May 2019.
- Conducted 5th International Yoga day on 21st June 2019.
- Fact Finding Committee (FFC) of JNTUK visited on 17th June 2019 to inspect the facilities of our institute to grant permanent affiliation.
- Memorandum of Agreement (MOA) has been made with COIGN consultancy and Training and Placement Hub.
- Mr. A. Satyanarayana Varma, Asst. Professor in ECE dept appointed as Officer in charge for examination section from 1st July 2019.
- Management invested Rs. 76,80,392/- towards college expenditure in July month.
- Conducted a two day workshop on “e-Yantra” successfully on 12th and 13th July 2019 in association with IIT Mumbai. The resource persons from IIT Mumbai presented two robot models to DIET and DIET Polytechnic.
- Conducted “Graduation day celebrations” on 3rd Aug 2019 with Dr. O.R. Nandagopan, Outstanding Scientist & Director and NSTL, Visakhapatnam as Chief Guest and Prof. S. Surya Prakash, Vice Chancellor, DSN Law College, Visakhapatnam as guest of Honour.
- Conducted on campus placement drive of Tech Mahindra for 2018, 2019 passed out students on 9th Aug, 2019.




Resolutions:

1. Resolved to conduct Independence Day celebrations on 15th Aug 2019.
2. Resolved to conduct Teachers' day celebrations on 5th Sept 2019 with the proposed budget of 45,000/-.
3. Resolved to conduct Engineers' Day celebrations on 13th Sept 2019 with the proposed budget of 75,000/-.
4. Committee approved the proposals of conducting workshops/ FDPs from various departments with the budget of Rs. 1, 80,000/-.

S.No	Department	Topic	Tentative month
1	EEE	Workshop: IOT- its applications	September,2019
2	ECE	Workshop: PCB Design (software)	September,2019
3	CSE	Workshop: Programming Content & Challenges	September, 2019
4	CSE	FDP: Problem solving and programming in Python	November, 2019
5	CIVIL	Workshop: Revit Architecture	January, 2020
6	CSE	Workshop: on " Python"	February, 2020

5. Committee approved to purchase Laboratory equipments as per the indents submitted by the Heads of the departments based on R-16 regulations with a budget of Rs. 35.00,000/- including 75 computer systems
6. On the proposal of department of CSE, Committee approved to procure anti-virus to the systems with a budget of Rs. 50,000/-
7. Reviewed the curriculum for Campus Recruitment Training by Management (CRTM) (Specific Training) for IV B.Tech CSE students and entrusted the training to COIN Consultancy and Training and Placement Hub for 8 weeks from 15th November, 2019 with a budget of Rs. 2,50,000/- - Governing Body approved.
8. Governing body approved the Institutional academic calendar for the academic year 2019-2020
9. Governing Body approved the proposed budget of Rs.2, 00,000/- to conduct technical Fest of this academic year in the month of Feb, 2020 with the title, 'DIET DAKSHAK-2020'.
10. Resolved to conduct parent- teacher meet as per Institutional Academic Calendar.
11. Governing Body approved the budget of Rs. 13, 00,000/- for purchase and installation of fire safety equipment including Fire

- hydrant & Hose reel with alarm systems across the building and campus as per NBC norms.
12. Resolved to conduct Annual day Celebrations named as VIBRANT DIET -2020 in the month of Feb, 2020 and to invite eminent personalities as guests. Approved a budget of Rs.7,50,000/-
 13. Approved the budget of Rs.1, 12, 0000/- to purchase library books as per R-16 syllabus and subscription of periodicals and journals.
 14. Reviewed on NBA Process. Principal revealed that the first phase of work is completed and second Phase of work consisting I, II, III criterions shall start in this month.
 15. Resolved to apply for ratification of Principal and balance faculty to JNTUK as per the procedure given in the notification of JNTUK
 16. Resolved to recruit the required faculty as per the workloads of the departments to fulfill the faculty student ratio.
 17. In other matters,
 - i) Regarding DIET Alumni Association (DAA), committee suggested to maintain the register with details of the all the alumni by making regular calls to Alumni by Alumni Committee.
 - ii) Governing body members instructed all the faculty members to apply for Faculty Development Programmes (FDPs), Conferences, Short Term Training Programmes (STTPs) to AICTE, research projects to DST and any other funding agencies to improve their career.
 - iii) Governing Body Members instructed to apply for "Institutional Swachhta Ranking 2019" and "Clean and Smart Campus award 2019"
 - iv) Approved the budget of Rs. 1, 22,000/- towards three year membership fee of Computer Society of India (CSI) for 240 students as per the proposal of Department of CSE.
 - v) Approved to purchase two set of batteries 32 no's of UPS in 4 computer labs with a budget of 75,000/- .


PRINCIPAL
Dadi Institute of
Engineering & Technology
ANAKAPALLE - 531 002



DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)
NAAC Accredited Institute; Registered U/S 2(f) UGC act
An ISO 9001:2008, 14001:2004 & OHSAS 18001:2007 Certified Institute
NH-16, Anakapalle, Visakhapatnam-531002, A. P
Phone: 9963981111, 9963993229, www.diet.edu.in

GOVERNING BODY MEETING HELD ON 1st March 2020 at 10.00 A.M

Members Present

S.No	Members of the Governing Body	Signatures
1	Sri Dadi Ratnakar Chairman	
2	Smt Dadi Padmavathi Correspondent	
3	Dr. Ch.S Naga Prasad Principal	
4	Prof. Nirmal Kumar Priya Principal, Government Polytechnic, Anakapalle, Government Nominee	
5	Dr. P. Sreedevi Assistant Professor of Commerce and Management, Department of BS and HSS, Nominee of JNT University, Kakinada	
6	Sri Dadi Jagan Prabhakar Vice President & Trustee, SET	
7	Smt. Dadi Bhagya Lakshmi Member & Trustee, SET	
8	Smt. Dadi Atchutha Member	
9	Dr. K.S.Eswara Rao Vice Principal & Professor in H& BS	
10	Sri Ch. Srinadh M.D., Sri Gopal Automotive Ltd, VSP	
11	Dr. Ch. Prabhakar Rao Professor in H& BS	
12	Smt. N.Saritha Rani Diploma Co-ordinator & Asst Professor in Dept of ECE	

DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY

AGENDA OF GOVERNING BODY MEETING HELD ON 1st March 2020

- Presidential Address
- Minutes of the previous meeting and status of the execution of the matters that has been resolved.
- 1. Proposal for recognition under section 12b of UGC act,1956
- 2. Reduction In Intake in the M.Tech courses and B.Tech courses
- 3. Additional courses in Emerging areas by reduce the intake in existing courses
- 4. Proposal to apply NBA accreditation in the next year and readiness
- 5. One week Faculty Development Programme (FDP) on “Outcome Based Education (OBE)” in view of NBA to create awareness for all faculty members
- 6. Annual day celebrations
- 7. Discussion on Budget allocated to the Physical & Academic facilities for the AY 2020-21 and review on previous year financial Audit report.
- 8. International Women’s day celebrations on 8th March 2020
- 9. Discussion on e-governance of Institute for the A.Y.2020-21
- 10. Status of Campus Recruitment Training by Management (CRTM) classes for III B.Tech students
- 11. Consent for online and offline Common Entrance Tests (CETs)
- 12. Discussion on Accreditation process of the institutions.
- 13. ECET, PGECET, GATE and POLYCET coaching classes
- 14. Status of faculty recruitment
- 15. Status of even semester academic calendar
- 16. Discussion of Institution Ranking for the A.Y.2020-21.
- 17. Farewell functions
- 18. Review on Outcome Based Education.
- 19. Review on Skill development Programs, Training & Placement Challenges.
- 20. Discussion on Green Campus Policies.
- 21. Parent feedback and action taken
- 22. Any other matter with the permission of chair.

Minutes of Meeting

1. The Governing Body (G.B) Meeting of DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY held on 1st March 2020 at Board Room under the chairmanship of Sri Dadi Ratnakar. Chairman, DIET. He welcomed and thanked all the members for their presence and participation in the discussion of various issues relating to the effective functioning of the institute.
2. Minutes of the previous G.B meeting read by principal and he has informed the status of execution of the matters that have been resolved in the earlier meeting held on 10th Aug 2019. They are as follows.
 - Conducted Independence Day celebrations on 15th Aug 2019.



- Conducted Teachers' day celebrations on 5th Sept 2019 with the expenditure of 43,200/- .
- Conducted Engineers' Day celebrations on 13th Sept 2019 with the expenditure of 75,150/-.
- Conducted workshops/ FDPs from various departments with the cost of Rs. 1, 80,000/-.

S.No	Department	Topic	Dates
1	EEE	Workshop: IOT- its applications	September,2019
2	ECE	Workshop: PCB Design (software)	16 th to 18 th September,2019
3	CSE	Workshop: Programming Content & Challenges	16 th to 21 st September, 2019
4	CSE	FDP: Problem solving and programming in Python	12 th to 17 th November, 2019
5	CIVIL	Workshop: Revit Architecture	26 th to 31 st August , 2019
6	CSE	Workshop: on " Python"	February, 2020

- Purchased Laboratory equipments issued the indents by the HODs of the departments as per R-16 regulations with a budget of Rs. 35.00,000/- including 75 computer systems
- Procured anti-virus to the systems with the budget of Rs. 43,000/-
- Conducted Campus Recruitment Training by Management (CRTM) (Specific Training) for IV B.Tech CSE students by COIN Consultancy and Training and Placement Hub for 8 weeks from 15th November, 2019 with the expenditure of Rs. 2,50,000/-.
- Conducted technical i.e DIET DAKSHAK-2020 on 3rd and 4th Jan 2020 with the budget of Rs. 1,50,000/-
- Conducted parents meet as per Institutional Academic Calendar from 21st Dec 2019 to 25th Jan 2020 for both B.Tech and Diploma
- Installed of fire safety equipment including Fire hydrant & Hose reel with alarm systems across the building and campus as per NBC norms with the expenditure of Rs. 13,00,000/-.
- Annual day Celebrations named as VIBRANT DIET -2020 will be conducting on 28th and 29th Feb, 2020 and MLA and MP of Anakapalle Constituency will grace the occasion as guests. The total expenditure is Rs.7,50,000/-
- 13 Purchased of library books as per R-16 syllabus and subscription of periodicals and journals with a cost of 1,12,000/-
- Reviewed on NBA Process. Principal revealed that the I phase of work consisting of vision, Mission, Outcomes, CO-PO attainment were completed and II Phase of work consisting I,II,III criterions are started from August 2019.
- Applied for "Institutional Swachhta Ranking 2019" to AISHE and "Clean and Smart Campus award 2019" to AICTE in the month of September 2019




- Applied for ratification of Principal and faculty to JNTUK as per the procedure given in notification of JNTUK
- Paid Rs. 1,22,000/- for three year student branch membership fee of Computer Society of India (CSI) for 240 students as per the proposal of Department of CSE
- Purchased two set of batteries 32 no's of UPS in 4 computer labs with a cost of 71,616/-

Resolutions:

1. It is resolved to apply to UGC and affiliating University for Recognition under section 12b of UGC act, 1956.
2. Governing Body members resolved to apply to AICTE for approval for reduction in take in M.Tech (System and signal Processing) from 36 to 18 seats and in M.Tech (Power and Industrial Drive) from 36 to 18 seats during the academic year 2020-2021
3. Committee resolved to apply two additional new courses in emerging areas i.e CSE- Artificial Intelligence and Machine Learning for 60 intake and 2. CSE- Data Science for 60 in take to AICTE for approval. And also be applied for reduction intake in B.Tech ECE from 180 to 120 seats and in B.Tech CIVIL from 120 to 60 seats.
4. It is resolved to apply for NBA accreditation during next year 2021. Committee suggested to preparing a plan of action regarding conduction of NBA awareness programmes to all the staff and subsequently readiness for preparation of various criterions.
5. It is resolved to conduct a one week FDP in association with NIT, Warangal on "Outcome Based Education (OBE)" in view of NBA to create awareness for all faculty members by the end of Feb, 2020.
6. Resolved to conduct International Women's day celebrations on 8th March 2020 with a budget of Rs. 20,000/-
7. Discussed on allocation of budget for physical & academic facilities including library books as per the new regulations and reviewed the financial audit of the previous year.
8. Resolved to Conduct phase wise and area wise campaigning for EAMCET, POLYCET and ICET during 3rd and 4th week of February 2020.
9. Resolved to take the strategic policies for implementation of e-governance from the year 2020.
10. Reviewed Campus Recruitment Training by Management (CRTM) in Specific Training for IV B.Tech CSE students by COIN Consultancy on "Android" for 8 weeks.
11. Correspondent has permitted to give accommodation with all facilities for conducting the Common Entrance Examinations (CETs) online and offline i.e EAMCET, ICET, ECET, PGECET, POLYCET, IIT-JEE, NEET and APPSC.
12. Resolved to follow up the existing accreditation policies i.e., NAAC & ISO and planning for the accreditation of NBA.



13. Resolved to conduct ECET, POLYCET, PGECET and GATE Coaching classes as usual in this year also
14. Resolved to recruit the required faculty as per the workloads of the departments to fulfill the faculty
15. Reviewed the curricular, co-curricular and extra-curricular activities as per the even semester academic calendar and suggested that schedules of some events shall be adjusted without any coincidence to overcome the burden
16. Governing body is particularly resolved to apply for institutional ranking like NIRF, ARIIA, IIC, MSIE, Swachatha etc, for every year.
17. Resolved to conduct farewell functions branch wise by the end of February/ March 2020.
18. Governing body members discussed on OBE and mandatory procedure to follow the program outcomes & course outcomes according to National Educational Policy 2020.
19. Discussed & resolved to implement the plan of action for the capacity building, career guidance & placement activities through department of training & placement for skill upgrading.
20. Governing body has taken the green campus policies for environmental awareness and up keeping the greenery of the campus & also go for green audit for every year by following MOU.
21. As per the Parents feedback in parent meet, Committee instructed to improve the placement activities
22. In other matters
 - i) Our Institute will be permanently affiliated to JNTUK from the year 2019-20.
 - ii) Governing body members instructed all the faculty members to apply research projects to DST and any other funding agencies for improvement of their career.


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E-Mail: info@diet.edu.in, Web: www.diet.edu.in

GOVERNING BODY MEETING HELD ON 28th Sep 2020 at 10.00 A.M

Members Present

S.No	Members of the Governing Body	Position	Signature
1	Sri Dadi Ratnakar	Chairman	
2	Smt Dadi Padmavathi	Secretary and Correspondent	
3	Prof. Dr. Ch. Narasimham	Principal & Member Secretary	
4	Sri K. Venkateswara Rao	Principal, Government Polytechnic, Anakapalle, Government Nominee	
5	Dr. P. Sreedevi	Assistant Professor of Commerce and Management, Department of BS and HSS, University Nominee	
6	Sri Dadi Jagan Prabhakar Vice President & Trustee, SET	Vice President & Trustee, SET	
7	Smt. Dadi Bhagya Lakshmi Member & Trustee, SET	Member & Trustee, SET	
8	Smt. Dadi Atchutha Member	Member	
9	Dr. K.S.Eswara Rao Vice Principal & Professor in H& BS	Vice Principal & Professor in H& BS	
10	Sri Ch. Srinadh M.D., Sri Gopal Automotive Ltd, VSP	M.D., Sri Gopal Automotive Ltd, VSP	
11	Dr. Ch. Prabhakar Rao Professor in H& BS	Professor in H& BS	
12	Smt. N.Saritha Rani Diploma Co-ordinator & Asst Professor in Dept of ECE	Diploma Co-ordinator & Asst Professor in Dept of ECE	

DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY, ANAKAPALLE

AGENDA OF GOVERNING BODY MEETING HELD ON

27th SEPTEMBER, 2020

- Presidential Address
 - Minutes of the previous meeting and status of the execution of the matters that has been resolved
1. Approval of Institutional Academic Calendar for the academic year 2020-21
 2. Discussion on distribution of offline and online class work for P.G and U.G and Plan of action for conducting I B.Tech and I Diploma odd semester classes in view of COVID-19 protocol.
 3. Discussion on implementation of Google class rooms and Policy being taken to maintain the teaching-learning process as 50% through on line Google classes after commencement of the regular classes as per Govt., norms in view of the present COVID situation.
 4. Nomination of Visiting/Guest faculty for enhancing the student knowledge
 5. Discussion on improvisation of teaching pedagogy in new Learning Management processes
 6. Discussion on improvisation of Research & Development (R&D) in the Institute.
 7. Discussion on accreditations (NAAC and NBA) and Autonomous status of the Institute.
 8. Discussion on implementation of CBCS/Elective Course system
 9. Discussion on adoption of Vision and Mission statements based on the inputs given by the stakeholders.
 10. Discussion on two new additional courses in emerging areas i.e. "Artificial Intelligence and Machine Learning" and "Data Science" introduced in our Institute from the academic year 2020-21 and implementation of their developmental activities if any
 11. Discussion on implementation of "Industry- Institute interaction" management system, Internships and start- ups.
 12. Courses Including Experiential Learning
 13. Discussion on Institute Vision & Mission
 14. Review on Career Development Programme in respect of on- campus and off-campus Training and Placements for improvement of employability
 15. Discussion on admissions strategies
 16. Status of submission of AQAR by IQAC 2018-19
 17. Status of fee determination for B.Tech, M.Tech, M.B.A by APHERMC
 18. Discussion on E-Governance report for 2019-20 AY
 19. Discussion on investment of laboratory equipment and Library books already procured as per JNTUK new R-19 regulations for UG and PG and C-19 for Diploma for the academic year 20-21 and its usage.

20. Status of digital Transactions in the institute and fee collection through payment gateway
21. Discussion on stakeholder feedback reports on Curriculum and action plan
22. Plan of action for the development of our modified and newly launched website www.diet.edu.in and e-cap office automation software.
23. Other matters with the permission of Chairman.

Minutes of Meeting

- The Governing Body (G.B) Meeting of DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY held on 27th Sep, 2020 at Board Room under the chairman ship of Sri Dadi Ratnakar. Chairman, DIET. He welcomed and thanked all the members for their presence and participation in the discussion of various issues relating to the effective functioning of the institute.
- Minutes of the previous G.B meeting read by principal and he has informed the status of execution of the matters that have been resolved in the earlier meeting held on 1st March, 2020 . They are as follows.
 - Applied application to UGC and affiliating University for recognition under section 12B of UGC act 1956
 - AICTE approved for reduction in intake for M.Tech PID and SSP courses from 36 to 18 from the A.Y 2020-21
 - AICTE approved the introduction of new courses in emerging areas i.e B.Tech-CSE (Artificial Intelligence and Machine Learning) and B.Tech-CSE (Data Science) 60 intake each from the A.Y 2020-21 By reduction in intake 60 in Civil and 60 in EEE
 - Conducted A one week FDP on “Outcome based Education (OBE) in association with NIT , Warangal
 - Discussed on the approval of courses including experiential learning
 - Conducted “National Science Day Celebrations” on 28th Feb 2020 in the inaugural function of “VIBRANT DIET- 2020”
 - Conducted “VIBRANT DIET 2020” Annual Day Celebrations on 28th and 29th Feb 2020 in a grand success. In Inaugural Session on 28th Feb 2020, Sri TSN Murthy graced the occasion as chief Guest and Hon’ble Anakapalle MP Smt K. Venkata Satyavathi and Anakapalle MLA Sri G. Amaranadh graced the occasion as Guests of Honour. In valedictory session on 29th Feb 2020, Reshma Reddy, IPS, ASP, Narsipatnam graced the Chief Guest and Geetha Madhuri, Movie Play Back Singer graced the occasion as Guest of Honour.
 - Discussed on the stakeholder feedback reports and action needed
 - Conducted International Women’s day Celebrations on 8th March 2020 with an expenditure of Rs. 20,000/-
 - Discussed on the implementation of CBCS/Elective Course systems
 - Conducted CET examinations in the campus successfully
 - Conducted Campus Recruitment Specific Training Programme for IV

- Recruited faculty as per the requirement in all departments.
- Discussed on the proposed new Vision & Mission of the Institute
- Conducted farewell functions branch wise in the month of March 2020
- Discussed on the E-Governance mechanism for AY 2019-20
- Our institute was permanently affiliated to JNTUK from the academic year 2019-20. It is valid for three years upto 2021-22

RESOLUTIONS

1. Discussed on JNTUK issued Academic Calendar for the A.Y 2020-21. Basing on that, reviewed and approved the Institutional Academic Calendar tentatively for the A.Y 2020-21
2. Discussed on distribution of Physical class work and online class work for P.G and U.G and Plan of action for conducting I B.Tech and I Diploma odd semester classes in view of COVID-19 protocol. Committee suggested to conduct online classes through Google Class room for II,III and IV B.Tech and II M.B.A.
3. Committee resolved to conduct the Google class rooms and Policy being taken to maintain the teaching-learning process as 50% through on line Google classes after commencement of the regular classes in view of the present COVID situation.
4. Governing Body suggested to all the faculty members to improvise the teaching pedagogy in new Teaching -Learning Management processes like preparation of PPTs, attending and Conducting FDPs in new era, attending webinars etc in online mode
5. Resolved to improvise R& D cell. Committee instructed to all the faculty members to improve their knowledge through the preparation of research papers and do the innovative projects by the students.
6. Discussed on accreditations (NAAC and NBA) and Autonomous status of the Institute. Governing Body resolved to go for NBA accreditation first and then Autonomous.
7. Resolution was taken to adopt the new vision and mission statements of the institute as resolved in the meeting of the stake holders;
8. Resolved to implement new teaching methodologies on two newly introduced additional courses in emerging areas i.e “Artificial Intelligence and Machine Learning” and “Data Science” in CSE branch in our Institute from the academic year 2020-21.
9. Discussed on implementation of “Industry- Institute interaction” management system, Internships and start- ups. Committee suggested to tie up with industries for internships and startups
10. Reviewed on Career Development Programme in respect of on- campus and off-campus Training and Placements for improvement of employability. Committee resolved to conduct CRT classes rigorously for placements.
11. Resolved to Implement Elective course system for all B.Tech. courses
12. Approved the proposed list of courses including experiential learning

13. Resolved to implement the suggestions given in the stakeholder feedback reports by students, teachers, employers & alumni
14. Committee resolved that publicize our Institute in social media in respect of facilities and placements etc., and also place the hoardings at various important areas
15. Discussed and approved the E- Governance Report
16. Resolved to submit the AQAR by IQAC for the year 2018-19 after approval by statutory body i.e. academic council or academic committee
17. Andhra Pradesh Higher Education Regulatory and monitoring Commission has directed to inspect the colleges for determination of fee structure for B.Tech, M.Tech and M.B.A. Inspecting Committee visited the college and reported.
18. Discussed on investment of laboratory equipment and Library books already procured as per JNTUK new R-19 regulations for UG and PG and C-19 for Diploma for the academic year 20-21 and its usage. The total expenditure incurred towards laboratory equipment is Rs. 3, 24,560/- and towards library Rs.2, 45,000/-. Committee resolved to maintain the digital classes and virtual labs
19. Approved the newly proposed Vision & Mission of the Institute
20. Reviewed the digital Transactions in the institute and fee collection through payment gateway. Resolved to collect the fee through the phone pay also hereafter due to COVID- pandemic
21. Committee resolved to take the Plan of action for the development of our modified and newly launched website www.diet.edu.in and e-cap office automation software.
22. In other matters,
 - i) To conduct graduation day celebrations in the month of August 2020
 - ii) Resolved to upgrade the Library to access the digital teaching methodology
 - iii) Resolved to initiate Campus Recruitment Training specifically from II B.Tech onwards which shall be starting from Communication and soft skills up to technical skills


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GOVERNING BODY MEETING HELD ON 28th Feb 2021 at 10.00 A.M

Members Present

S.No	Members of the Governing Body	Position	Signature
1	Sri Dadi Ratnakar	Chairman	
2	Smt Dadi Padmavathi	Secretary and Correspondent	
3	Prof. Dr. Ch. Narasimham	Principal & Member Secretary	
4	Sri K. Venkateswara Rao	Principal, Government Polytechnic, Anakapalle, Government Nominee	
5	Dr. P. Sreedevi	Assistant Professor of Commerce and Management, Department of BS and HSS, University Nominee	
6	Sri Dadi Jagan Prabhakar Vice President & Trustee, SET	Vice President & Trustee, SET	
7	Smt. Dadi Bhagya Lakshmi Member & Trustee, SET	Member & Trustee, SET	
8	Smt. Dadi Atchutha Member	Member	
9	Dr. K.S.Eswara Rao Vice Principal & Professor in H& BS	Vice Principal & Professor in H& BS	
10	Sri Ch. Srinadh M.D., Sri Gopal Automotive Ltd, VSP	M.D., Sri Gopal Automotive Ltd, VSP	
11	Dr. Ch. Prabhakar Rao Professor in H& BS	Professor in H& BS	
12	Smt. N.Saritha Rani Diploma Co-ordinator & Asst Professor in Dept of ECE	Diploma Co-ordinator & Asst Professor in Dept of ECE	

DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY, ANAKAPALLE
AGENDA OF GOVERNING BODY MEETING HELD ON 28th February, 2021

- Presidential Address
 - Minutes of the previous meeting and status of the execution of the matters that has been resolved. And informed the programmes conducted in the Institute recently.
1. Discussion on conduction of virtual Labs
 2. Implementation of Staff and Student welfare schemes
 3. Implementation of Transport provision as per COVID -19 Protocol
 4. Status of Research activities
 5. Discussion on Faculty empowerment initiatives
 6. Budget proposals
 7. Courses Including Experiential Learning
 8. Discussion on CBCS/Elective Course System
 9. Discussion on stakeholder feedback reports on Curriculum and action plan
 10. Implementation of extension activities
 11. Discussion on Admission strategies and new courses
 12. Status of NAAC and NBA works
 13. Other matters with the permission of chair.

Minutes of Meeting

- The Governing Body (G.B) Meeting of DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY held on 28th Feb, 2021 at Board Room under the chairman ship of Sri Dadi Ratnakar. Chairman, DIET. He welcomed and thanked all the members for their presence and participation in the discussion of various issues relating to the effective functioning of the institute.
- Minutes of the previous G.B meeting read by principal and he has informed the status of execution of the matters that have been resolved in the earlier meeting held on 27th Sep, 2020. They are as follows.
 - Re Constituted various functional Committees Including SC/ST Cell and Institute – Industry Cell for smooth running of the Institute
 - Prepared and implementing the Institutional Academic Calendar according to Academic Calendar issued recently by JNTUK, Kakinada (Odd Semester from 02-11-2020 to 20-03-2021 and even semester from 22-03-21 to 24-07-2021 with 7 weeks per instruction period)

- Submitted ARIIA(AICTE ATAL Ranking of Institutions on Innovation Achievements) on 10th Jan 2021
- Purchased the lab equipment in all departments with the budget of Rs. 9 lakhs/- and 2.5 lakhs for library books with the cost of 2.5 lakhs
- Conducted orientation program on pre qualifier study and preparation of NAAC/NBA with immediate affect
- Applied to AICTE to increase intake 60 seats in B.Tech CSE (AI & ML) and reduction in take in B.Tech-EEE by 60 seats
- University Grants Commission has issued a certificate for inclusion under section 12 B of UGC act 1956. DIET is now declared fit to receive Central Assistance in terms of rules framed under section 12 (B) on 3rd Feb 2021 and eligible to receive UGC's support only in respect of teachers and students related schemes
- Discussed on the implementation of CBCS/Elective Course systems
- Discussed on the approval of courses including experiential learning
- Discussed on the stakeholder feedback reports and action needed
- As a part of Industry Center of Excellence, DIET is now Official partner of CISCO networking Academy from 8th Feb 2021.
- DIET is recognized ad Nodal Centre by ISRO for IIRS Outreach Programme. ISRO-IIRS e- Certificates received for all completed courses. Coordinated ISRO course on "Overview of Geo-processing using Python" from 18th to 29th Jan 2021.
- IQAC Coordinator has been submitted the Data Capture System (DCS) for NIRF ranking on 10th Feb 2021
- Conducted Academic Audit of all the Departments from 22nd to 27th March 2021.
- Management has provided TATA AIG Group Insurance Policy to all the students and staff members with sum Insured Rs. 3 lakhs for students and Rs. 8 lakhs for staff members.
- Procured Labs IC Tester Kit with a budget of Rs. 32, 568/- in the department of EEE
- Constituted "Departmental Advisory Boards (DAB)" in all the Departments
- Conducting Campus Recruitment Training (CRT) classes
- Conducting GATE Coaching classes, Workforce classes and 100 point assessment activities
- COVID-19 Tests are conducted to the students and staff
- Conducted online workshop on "Rural Entrepreneurship Development" for II M.B.A students on 7th Jan 2021. by Mahatma Gandhi National Council of Rural Education (MGNCRE), Department of Higher Education, Ministry of Education
- IEEE student branch has conducted IEEE HUB programme on 7th Jan 2021.
- Conducted Orientation Programme with I Year B.Tech students and their parents on 8th Jan 2021.
- As a part of Industry Center of Excellence, DIET is now Official partner of CISCO networking Academy from 8th Feb 2021.

- Conducted Swamy Vivekananda Birth day i.e National Youth Day celebrations on 12th Jan 2021.
- Management has announced scholarships for DIET alumni who are seeking M.Tech admission in Diet SCE, PID and SSP.
- Completed the fixation of all Computer Labs Name Boards.
- Conducting “Ingenious” a bi monthly technical contest to inculcate research and design ideas in students by R& D Cell.
- Conducted one- week workshop to III CSE students on Android Programming from 18-01-2021 to 23-01-2021 in association with APSSDC.
- Conducted a Research talk on “Research Publication and selection of Journal by Prof. Ratnakaram Venkata Nadh, Prof and Head, Chemistry Dept,Dy. Director, Admissions, Bangalore Campus on 23rd Jan 2021.
- Conducted Nethaji Subhash Chandra Bose Birth Anniversary on 23rd Jan 2021.
- Conducted National Voters day on 25th Jan 2021
- Conducted Republic day celebration on 26th Jan 2021
- As a part of Industry Center of Excellence, two faculty i.e Mrs. T. Sujatha, Asst prof. in CSE and Mrs. P.Amrutha, Asst. Prof, ECE have undergone training on RED HAT certified system Administrator.
- DIET is recognized ad Nodal Centre by ISRO for IIRS Outreach Programme. ISRO-IIRS e- Certificates received for all completed courses. Coordinated ISRO course on “Overview of Geo-processing using Python” from 18th to 29th Jan 2021.
- Conducted awareness session to II B.Tech and I Diploma girl students on Disha APP
- Conducted CSS Corp Campus drive on 1st Feb 2021. 22 students are shortlisted.
- Approved the proposed list of courses including experiential learning
- Conducted Personality Development Session to I B.Tech and I Diploma students by Dr. K.V.S.G Murali Krishna, Prof in CIVIL Engg, JNTUK on 8th Feb 2021.
- Our Institute is selected under UNNAT BHARAT ABHIYAN (UBA) as a participating Institute on 15th Feb 2021.
- Resolved to Implement Elective course system for all B.Tech. courses
- Resolved to implement the suggestions given in the stakeholder feedback reports by students, teachers, employers & alumni
- Conducted International Women’s day celebrations on 8th March 2021. Mrs. Lakshmi Mukkavalli, Managing Director of Patra India, Visakhapatnam and Dr. Nalli Ramya ENT surgeon & Author, Visakhapatnam graced the occasion as chief guest and guest of honour.
- Collected online student Feedback of Second, Third, Fourth Year B.Tech Classes and collecting Student Satisfaction Survey (SSS) through online google form.
- Conducted Academic Audit of all the Departments from 22nd to 27th March 2021.

RESOLUTIONS

1. Discussed on conduction of virtual labs. Committee suggested to follow the conduction of virtual labs by IITs and NITs
2. Regarding staff and students welfare, Committee resolved to take the Group insurance to all students and their parents and teaching & non teaching staff with the policy sum assurance Rs. 3 Lakhs for students and their parents and Rs. 8 lakhs for staff
3. Committee resolved to use transport facility for students and staff to follow the COVID protocol
4. Approved to purchase the plagiarism tool for utilization by staff and students in order to promote research publications. Management shall contribute 75% of amount to procure the tool. Discussed on Research and Development works regarding norms for Research centre

- Civil is not eligible for research centre
- Minimum three doctorates must in each department
- Research publications must be Scopus/ web science and shall be published in three reputed journals
- Establish one lab in the collaboration of Industry
- Two MOUs with Industries for each department


Committee resolved to apply for research centers in the departments of CSE, ECE and MBA.

5. Discussed on Faculty empowerment initiatives. Committee directed to all the faculty members to make the training through NITTR and acquire new subjects in emerging areas by certification courses like NPTEL, Google etc. Committee resolved that Professional bodies must conduct one activity per each month.
6. Committee has proposed to management that allocate some budget to procure required equipment.
 - i) Committee approved to procure one movable projector for general purpose and one fixed projector for conference hall-2. And also 8 HDMI to VGA cables for each department, academic coordinator, R&D.
 - ii) Approved to procure consumables for all Electrical Labs with a budget of Rs. 6,372/- in Department of EEE.
 - iii) Committee approved to procure projector in DSP lab also.
7. On the proposal of NSS Committee to conduct a Special Camp at our adopted villages Akkireddypalem and Marcdupudi in the last week of March 2021 i.e from 22nd March 2021, Committee approved. NSS Programme Officer revealed that Govt has sanctioned Rs. 50,000/- for participating in Unnat Bharat Abhiyan (UBA) Scheme. On the request of

P.O for nominate A.P.O to assist the works in conducting the camps at adopted villages. Committee has nominated Physical Director Mr. B.Ch.Sinivasa Rao as NSS A.P.O with immediate effect.

8. Governing Body resolved to publicize our institute in I-Max theatres , FM radio and Cinema theatres and through fixation of hoardings at main places in Vizag city, Gajuwaka, Chodavaram etc.,
9. Discussed on AQAR 2020-21 and submission of IIQA (Institutional Information of Quality Assurance) for II cycle in re accreditation of NAAC in the month of April 2022. After reaccreditation of NAAC, then make a plan for go to Autonomous status and then NBA.
10. In other matters,

Basing on reports of the faculty online classes, appraisals have to be considered.


PRINCIPAL
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DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Permanently Affiliated to JNTUK, Kakinada)
NAAC Accredited Institute; Inclusion under section 2f & 12B of UGC act
An ISO 9001:2008, 14001:2004 & OHSAS 18001:2007 Certified Institute
NH-5, Anakapalle, Visakhapatnam-531002, Andhra Pradesh
Phone: 9963981111, 9963993229
E-Mail: info@diet.edu.in, Web: www.diet.edu.in

GOVERNING BODY MEETING HELD ON 8TH OCT 2021 at 10.00 A.M

Members Present

S.No	Governing Body Members	Board	Signature
1	Sri Dadi Ratnakar	Chairman	
2	Smt Dadi Padmavathi	Secretary and Correspondent	
3	Dr. Ch. Narasimham	Principal	
4	Prof. K. Venkateswara Rao	Principal, Government Polytechnic, Anakapalle, Government Nominee	
5	Dr. P. Sreedevi	Assistant Professor of Commerce and Management, Department of BS and HSS, University Nominee	
6	Sri Dadi Jagan Prabhakar Vice President & Trustee, SET	Vice President & Trustee, SET	
7	Smt. Dadi Bhagya Lakshmi Member & Trustee, SET	Member & Trustee, SET	
8	Smt. Dadi Atchutha Member	Member	
9	Dr. K.S.Eswara Rao Vice Principal & Professor in H& BS	Member	
10	Sri Ch. Srinadh M.D., Sri Gopal Automotive Ltd, VSP	Member	
11	Dr. Ch. Prbahakar Rao Professor in H& BS	Member	
12	Smt. N.Saritha Rani Diploma Co-ordinator & Asst Professor in Dept of ECE	Member	

AGENDA OF GOVERNING BODY MEETING HELD ON 8th Oct, 2021

- Presidential Address
- Minutes of the previous meeting and status of the execution of the matters that has been resolved. And informed the programmes conducted in the Institute recently.

Agenda

1. Plan of action for the student Induction Programmes including personality Development Programmes for forthcoming I year B.Tech and Diploma students
2. AICTE INTERNSHIP mandatory Programmes
3. Discussion on MOUs with Industries
4. Discussion on revision of bus fee according to present fuel rate
5. Proposal for purchase new bus for faculty
6. APITA institute registration fee for the A.Y 2021-22 with a budget of Rs. 11,800/-
7. Eduskills renewal fee for the A.Y 2021-22 with a budget of Rs. 47,200/-
8. Procure the text and reference books for R-20 regulations. With the budget of Rs. 1,40,000/-
9. Discussion on faculty empowerment strategies/ professional Development programmes
10. Discussion on add on courses and skill based certification courses
11. Courses Including Experiential Learning
12. Discussion on CBCS/Elective Course System
13. Discussion on stakeholder feedback reports on Curriculum and action plan
14. Start up Incubation Centre initiated by A.P Govt in our Institute.
15. Discussion on compliances of student feedback reports
16. Other Budget proposals
 - i) Renewal of J-Gate online journals with a budget of 62,424/-
 - ii) Renewal of IEEE online journals for the amount of Rs. 5,67,732/-
 - iii) Purchase of new buses with the budget of of Rs. 41,00,000/-
 - iv) Purchase of sports materials
 - v) Purchase of electrical materials
 - vi) Procuring two Honey well Hands free barcode scanners with a cost of Rs. 24,758/-
 - vii) Maintenance of Generator cost about s. 48,175/-
 - vii) Maintenance of Lift with a budget of Rs. 45,000/-
 - viii) Two new buses insurance budget is about 1,76,000/-
 - ix) SAC, Conference and Medical room painting work cost is Rs.99,148/-
 - x) Furniture in Board room and seminar hall cost is Rs. 4,33,933/-
 - xi) Seminar hall Ac outdoor unit cost is 18,000/-
 - xii) to procure the following peripheral components for all computer labs with a budget of Rs. 75,000/-Mother Boards-17, Key Boards-36, Mouses-16, SMPS-10, Hardisks-11and CMOS batteries-300
17. Annual E – Governance report of 2020-21
18. Other matters with the permission of chair



Minutes of the Meeting

- The Governing Body (G.B) Meeting of DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY held on 8th Oct 2021 at Board Room under the chairmanship of Sri Dadi Ratnakar, Chairman, DIET. He welcomed and thanked all the members for their presence and participation in the discussion of various issues relating to the effective functioning of the institute.
- Minutes of the previous G.B meeting read by principal and he has informed the status of execution of the matters that have been resolved in the earlier meeting held on 28th Feb, 2021. They are as follows.
 - Collecting students data from schools, Jr colleges degree colleges and polytechnic colleges and motivate the parents and students towards EAPCET, POLYCET, ICET and PG CET and publicizing through fix the hoardings with placement data at main locations in Gajuwaka and Vizag.
 - Conducted Graduation day- 2021 on 18th Sept 2021.
 - Procured the following peripheral components for all computer labs with a budget of Rs. 75,000/-
Mother Boards-17, Key Boards-36, Mouses-16, SMPS-10, Hardisks-11 and CMOS batteries-300.
 - ii) Started Certification course on Continue paloalto Cyber Security for 3rdB.Tech CSE students by Department of CSE after 25th Aug 2021.
 - iii) Acquired global certification by faculty trainers who deputed Eduskills in various skill oriented certification programs.
 - Alumni cell membership registration process is going on .
 - Five faculty members are completed the online Innovation Ambassador Training programme conducted by AICTE. At present, total 62 proposals sent to Yukti 2.0 programme.
 - Collected data for AQAR 2020-21 from HODs and all functional bodies by IQAC.
 - Discussed on the implementation of CBCS/Elective Course systems
 - Discussed on the approval of courses including experiential learning
 - Discussed on the stakeholder feedback reports and action needed
 - Renewed the insurance for the buses with lowest quotation vendors.
 - Conducted Independence Day celebrations on 15th Aug 2021.
 - Conducted Health awareness programme for all girl students by Dr. P. Nirmala, Gynecologist in 18th Aug, 21 organizing by ICC.
 - Admn department installed eSSL Biometric with face detection and finger print machine.
 - Reviewed on ECET, POLYCET and Diploma semester end examinations
 - Mr. P.L. Narayana, Asst. Professor in Civil is nominated as Convener of Grievance & Reddessa Cell of the Institute.
 - Deputed Mr. J. Dileep Kumar , Asst Professor in EEE for Diploma Office In Charge Due to Mrs N. Saritha Rani applied Maternity Leave
 - Annual E – Governance report of 2020-21 has been discussed and approved
 - Introduced R&D incentive of Rs. 3000 for every published patent and Rs. 3000 for every additional Scopus indexed paper publications by faculty.
 - Green Campus Audit was completed by Rest Pvt Ltd and gave a certificate.

RESOLUTIONS:

1. Resolved to conduct Student Induction Programmes for 1 year admitted students as per AICTE guidelines.
2. HODs are instructed to make the internship policy of the institute and shall be maintained.
3. Resolved that each department shall have MOU/ Linkages/ Collaborations with industries and suggested to conduct the internship programmes. and other relevant events from our existing MOUs of organizations/industries NIT, Oracle Academy, Eduskills, NRDC , BSNL etc.
4. Resolved to revise the bus fees according to increase in fuel rate.
5. Resolved to purchase new bus for faculty coming from Vizag to college via pendurthi.
6. Approved APITA institute registration fee for the A.Y 2021-22 with a budget of Rs. 11,800/-
7. Approved the Eduskills renewal fee for the A.Y 2021-22 with a budget of Rs. 47,200/-
8. Resolved to Procure the text and reference books for R-20 regulations with the budget of Rs. 1,40,000/-
9. Resolved that all the faculty members must participate in Faculty Empowerment Programmes and conduct experiential learning and participative Learning
10. Resolved to all the departments must conduct Add on courses/ certification courses in recent emerging areas useful to students in employability
11. Resolved to establish Start up Incubation Centre initiated by A.P Govt in our Institute useful for Work from home employees.
12. Resolved to Implement Elective course system for all B.Tech. Courses
13. Approved the proposed list of courses including experiential learning
14. Resolved to implement the suggestions given in the stakeholder feedback reports by students, teachers, employers & alumni
15. Discussed on compliances of student feedback reports and Action Taken Report. Those faculties who are having poor performance have to improve the subject and teaching ability.
16. Governing Body approved all the following budgets for the development of Institute.
 - i) Renewal of J-Gate online journals with a budget of 62,424/-
 - ii) Renewal of IEEE online journals for the amount of Rs. 5,67,732/-
 - iii) Purchase of two new buses with the budget of of Rs. 41,00,000/-
 - iv) Purchase of sports materials
 - v) Purchase of electrical materials

vj) Procuring two Honey well Hands free barcode scanners with a cost of Rs. 24,758/-

vii) Maintenance of Generator cost about s. 48,175/-

vii) Maintenance of Lift with a budget of Rs. 45,000/-

viii) Two new buses insurance budget is about 1,76,000/-

ix) SAC, Conference and Medical room painting work cost is Rs.99,148/-


x) Furniture in Board room and seminar hall cost is Rs. 4,33,933/-

xi) Seminar hall Ac outdoor unit cost is 18,000/-

xii) to procure the following peripheral components for all computer labs with a budget of Rs. 75,000/-Mother Boards-17, Key Boards-36, Mouses-16, SMPS-10, Hardisks-11and CMOS batteries-300

17. Annual E - Governance report of AY 2020-21 has been approved

18. In other matters, Discussed on Renewal of ISO Certification. Governing Body resolved to renew the ISO Certifications for another three years.


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GOVERNING BODY MEETING HELD ON 3rd April 2022 at 10.00 A.M

Members Present

S.No	Members of the Governing Body	Position	Signature
1	Sri Dadi Ratnakar	Chairman	
2	Smt Dadi Padmavathi	Secretary and Correspondent	
3	Prof. Dr. Ch. Narasimham	Principal & Member Secretary	
4	Sri K. Venkateswara Rao	Principal, Government Polytechnic, Anakapalle, Government Nominee	
5	Dr. P. Sreedevi	Assistant Professor of Commerce and Management, Department of BS and HSS, University Nominee	
6	Sri Dadi Jagan Prabhakar Vice President & Trustee, SET	Vice President & Trustee, SET	
7	Smt. Dadi Bhagya Lakshmi Member & Trustee, SET	Member & Trustee, SET	
8	Smt. Dadi Atchutha Member	Member	
9	Dr. K.S.Eswara Rao Vice Principal & Professor in H& BS	Vice Principal & Professor in H& BS	
10	Sri Ch. Srinadh M.D., Sri Gopal Automotive Ltd, VSP	M.D., Sri Gopal Automotive Ltd, VSP	
11	Dr. Ch. Prabhakar Rao Professor in H& BS	Professor in H& BS	
12	Smt. N.Saritha Rani Diploma Co-ordinator & Asst Professor in Dept of ECE	Diploma Co-ordinator & Asst Professor in Dept of ECE	

DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY, ANAKAPALLE

AGENDA OF GOVERNING BODY MEETING HELD ON 3rd April, 2022 at 9.30 A.M

- Presidential Address
 - Minutes of the previous meeting and status of execution of the matters that has been resolved
1. Status of Academic Audit for the A.Y 2021-22
 2. Discussion on Industry Collaborations and MOUs for fulfillment of Internship Policy
 3. Plan of Action on Admissions strategies
 4. Discussion on Introduction of New courses.
 5. Discussion on Budget allocated to the Physical & Academic facilities for the AY 2022-23 and review on previous year financial Audit report.
 6. Discussion on e-governance of Institute for the A.Y.2021-22
 7. Status of feedback on curriculum and its Action Taken Report.
 8. Review on establishment of another Computer Lab for new courses i.e CSM and CSD
 9. Computer Society of India Membership renewal for three years with a budget of 29,500/-
 10. Discussion on Accreditation process of the institution.
 11. Discussion on Professional Development Programmes (PDPs) for teaching staff and administrative training programmes (ATPs) for non teaching staff during this academic year 2021-22.
 12. Plan of action for the implementation of skill based certification courses (5 nos.) approved by AICTE Under KHARMA Programme. The names of the certification programmes are 1. Photo editing (sanctioned Intake-100), 2.Certified Data Scientist (180) 3. Web Designing & Publication Assistant (15) under CSE and 4. Embedded System Design using ARM (240) 5. VLSI Design (240) Under ECE.
 13. Status of Research Centre for CSE and ECE
 14. Status of NAAC Accreditation works and AQARs by IQAC
 15. Discussion on sanctioned posts basing on vacancy position for the AY 2022-23.
 16. Discussion of Institution Ranking for the A.Y.2021-22.
 17. Discussion on updation of self appraisal system.
 18. Review on Outcome Based Education.
 19. Review on Skill development Programs, Training & Placement Challenges.
 20. Discussion on Green Campus Policies.
 21. Add on courses / Certification Course offered
 22. Status of Faculty ratification by Affiliating University.
 23. Other matters with the permission of chair.

Minutes of Meeting of the Governing Body

- The Governing Body (G.B) Meeting of DADI INSTITUTE OF ENGINEERING AND TECHNOLOGY held on 3rd April 2022 at Board Room at 9.30 A.M under the chairmanship of Sri Dadi Ratnakar. Chairman, DIET. He welcomed and

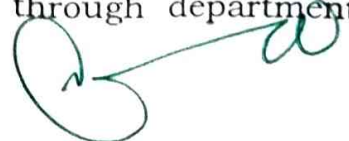
thanked all the members for their presence and participation in the discussion of various issues relating to the effective functioning of the institute.

- Minutes of the previous G.B meeting read by principal and he has informed the status of execution of the matters that have been resolved in the earlier meeting held on 8th Oct, 2021. They are as follows.
 - Conducted Student Induction Programmes for I year admitted students.
 - Conducted workshops in association with APSSDC.
 - Purchased new bus for faculty
 - Student feedback reports collected and prepared the action taken report.
 - Conducted Soft skills classes and Campus Recruitment training Classes for III and IV Year B.Tech Students.
 - Started add on courses/ certification courses on AWS, CISCO, Cyber Security.
 - Conducted Pragma-2k22.
 - The amount on Consultancy works by CIVIL Department is distributed as 40% share to management and 60% share to department staff
 - Renewed the periodicals and magazines in the Library and renewed the ACM Digital Library.
 - Students have registered in AICTE Internship (AWS, Paloalto academy Cyber Security etc.,)
 - The interviews of Faculty Ratification for Assistant Professors in the institution were completed.
 - Online Student Satisfaction Survey data was collected.
 - E-waste material of nearly four tons was disposed

RESOLUTIONS:

1. Discussed on Academic Audit for the A.Y 2021-22. Principal revealed the status of Academic Audit. The Audit for first semester as per the NAAC Format was conducted in all the departments by the interdepartmental committees. They verified course files, usage of ICT tools, preparation of E-content, lesson plans, Mentoring system etc. Committee resolved to summarize the data and prepare the Action Taken Report and also resolved to conduct the Academic Audit by changing the verification Committees.
2. Resolved to increase the Collaborations/ Linkages/ MOUs with industries to get the more industrial internships.
3. Resolved to conduct awareness sessions on Importance of Engineering and Technology education and its promotion in nearest Jr. Colleges to improve the admissions in engineering courses.
4. Resolved not to introducing any new courses for the A.Y 2022-23.
5. Discussed on allocation of budget for physical & academic facilities including library books as per the new regulations and reviewed the financial audit of the previous year.

6. Resolved to take the strategic policies for implementation of e-governance from the year 2022.
7. Resolved to collect the feedback on curriculum from stakeholders and prepare Action Taken report and send to affiliating University for any reforms in the curriculum.
8. Resolved to establish new computer labs for B.Tech CSM and CSD courses.
9. Resolved to renew the Computer Society of India membership for three years with the budget of Rs. 29,500/-
10. Resolved to follow up the existing accreditation policies i.e., NAAC & ISO and planning for the accreditation of NBA.
11. Discussed on Professional Development Programmes (PDPs) viz., Online/offline FDPS, Orientation/induction Programmes, Refresher courses, Short term courses etc., for teaching staff and administrative training programmes (ATPs) for non teaching staff by the Institution and resolved to participate all the staff of the institution in PDPs.
12. Governing Body approved for implementation of skill based certification courses (5 nos.) approved by AICTE Under KHARMA Programme. The names of the certification programmes are 1.Photo editing (sanctioned Intake-100), 2. Certified Data Scientist (180) 3. Web Designing & Publication Assistant (15) under CSE and 4. Embedded System Design using ARM (240) 5. VLSI Design(240) Under ECE.
13. Research Centre inspection for CSE and ECE Departments on 1/11/2021 and 2/11/21 has been completed successfully. Awaiting for allotment of Research Centre
14. Principal informed that AQAR by IQAC for the years 2017-18, 2018-19, 2019-20, 2020-21 have been submitted to NAAC. AQAR for the current year 2021-22 also prepared. Now most of the data was collected as per Self study Report (SSR). IQAC of the institute is having a plan to submit SSR to NAAC in the month of June 2022.
15. Governing body approved the sanctioned posts and fill the vacancies if any in all the departments for the AY 2022-23.
16. Governing body is particularly resolved to apply for institutional ranking like NIRF,ARIIA,IIC,MSIE,Swachatha etc, for every year.
17. Resolved to update the self appraisal proforma of the staff by include the academic performance indicator (API Score) from the AY 2021-22
18. Governing body members discussed on OBE and mandatory procedure to follow the program outcomes & course outcomes according to National Educational Policy 2020.
19. Discussed & resolved to implement the plan of action for the capacity building, career guidance & placement activities through department of training & placement for skill upgrading.



20. Governing body has taken the green campus policies for environmental awareness and up keeping the greenery of the campus & also go for green audit for every year by following MOU.
21. Committee approved to continue the offering of Certification Programmes in all the departments. In this year, the courses introduced on IOT, Embedded System, Web Developing, Machine Learning, Microchip, Oracle DBA, Cyber Security, Cisco CCNA.
22. Principal informed that the faculty ratification process was completed and interviews were conducted in the institution only for the cadre of Assistant Professor. The interviews for Associate Professors and Professors are conducting at the JNTUK, Kakinada in the prescribed schedule.
23. In other matters,
Governing Body instructed to all the faculty that
- i) Motivate and counseling the students on regular attendance and improve their performance in examinations.
 - ii) to Involve in research activities i.e Paper publications in reputed journals, Conference Proceedings etc.
 - iii) to update their knowledge to refine and shine the students
 - iv) to mould the students towards internships.
 - v) to increase the student support and student centric programmes



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